

**BY ORDER OF THE COMMANDER
302D AIRLIFT WING**

302D AIRLIFT WING INSTRUCTION 31-102

7 FEBRUARY 2012



Security

**TAMPERING OR SUSPECTED DAMAGE TO
AIRCRAFT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 31-1, *Physical Security*. It establishes instructions and requirements for reporting suspected intentional damage or tampering to aircraft and is applicable to all 302 Airlift Wing members.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed.

1. Responsibility.

1.1. Maintenance, aircrews, public affairs, maintenance control, security police, and all personnel involved in aircraft flight line operations will ensure strict compliance with this wing instruction.

2. Procedures.

2.1. Each individual is responsible for security and identification of suspected intentional damage or tampering of aircraft in their area. Individuals will notify the Maintenance Operations Center (MOC) of any suspected damage to an aircraft.

2.2. MOC will notify 21 Security Forces Squadron (SFS) and the 302 AW Command Post (CP) and provide the following information:

2.2.1. Name and location of individual discovering the damage. (To be available to the responding investigator).

2.2.2. Date and time damage occurred or was discovered.

2.2.3. Type tail number and location of aircraft.

2.2.4. Description of damage or tampering.

2.2.5. Recent maintenance history.

2.3. Security Forces will notify the installation Air Force Office Special Investigation (AFOSI) if major damage is discovered.

2.4. MOC will notify Quality Assurance and 302 Maintenance Group commander. Quality Assurance (QA) will impound the aircraft and recent maintenance records for investigation and provide assistance to the investigating agency. QA must secure aircraft to prevent change in the condition of the aircraft from the time the damage/tampering was discovered.

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